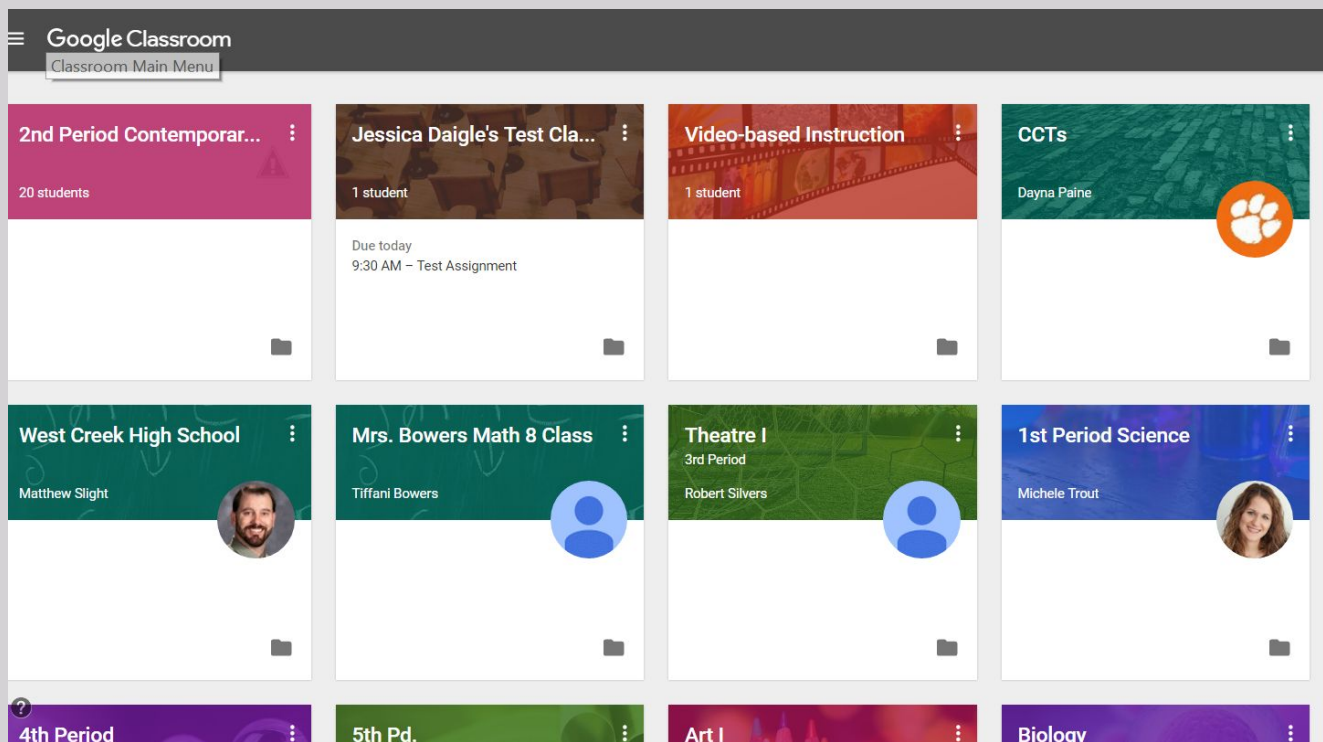


Google Classroom

Updates!

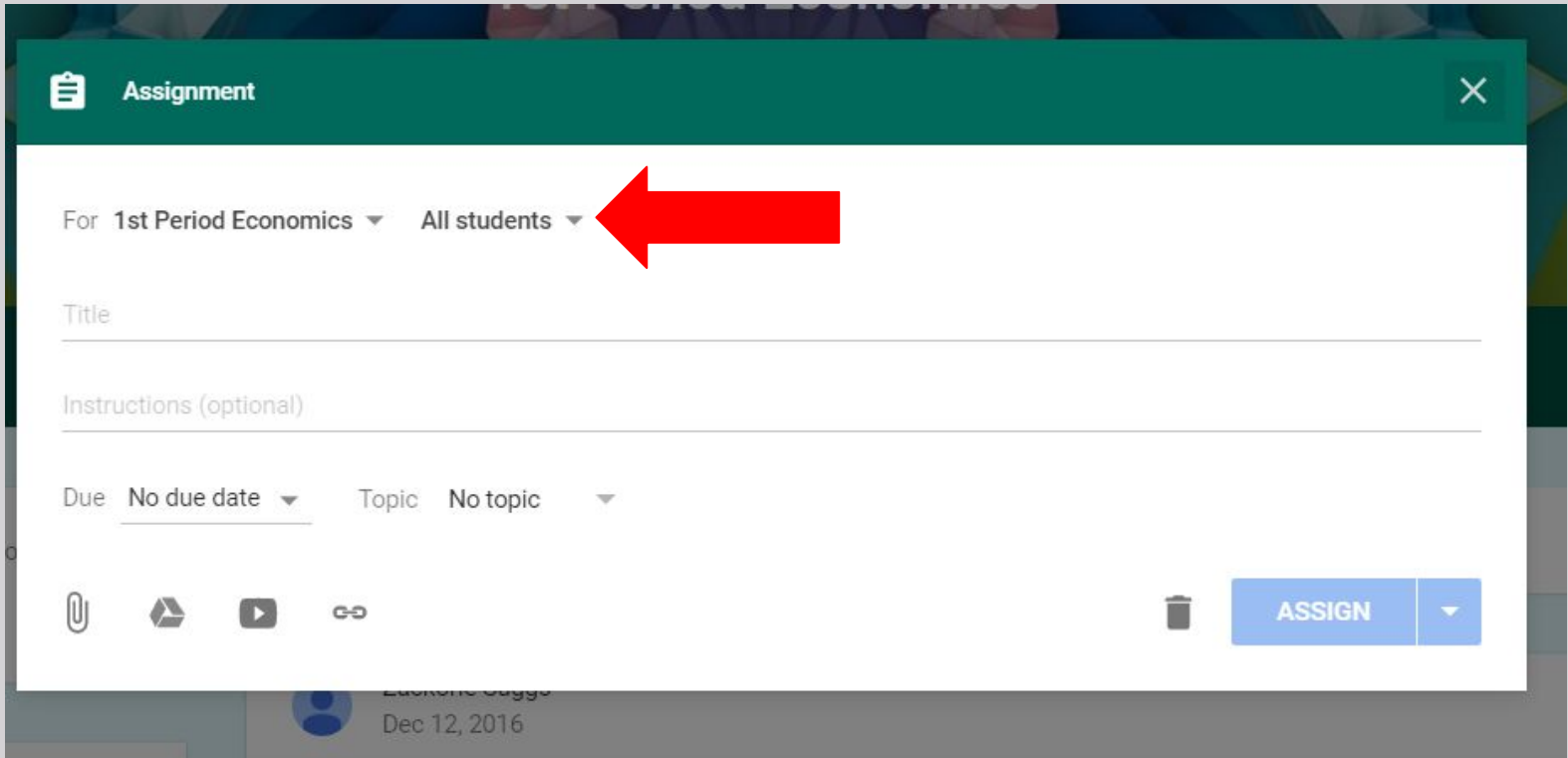
January 2017



Assignments to Individual Students
and Improved Notifications

Assignments for Individual Students/Groups

Rejoice, teachers! Now in Google Classroom you can send assignments to individual students or groups of students! This means that you can resend missing work to students, send extra practice to students who need it, send enrichment activities to students who are at mastery level, and include media to support inclusion students.



The screenshot shows the 'Assignment' creation modal in Google Classroom. At the top, there's a green header with a clipboard icon and the word 'Assignment'. Below this, the assignment is configured for '1st Period Economics' and 'All students'. A large red arrow points to the 'All students' dropdown menu. Below the subject and audience, there are fields for 'Title' and 'Instructions (optional)'. Further down, there are dropdowns for 'Due' (set to 'No due date') and 'Topic' (set to 'No topic'). At the bottom, there are icons for attaching files, images, videos, and links. On the right side, there is a trash can icon, a blue 'ASSIGN' button, and a small dropdown arrow.

New Email Notifications

Now, you have more options for Notifications in Google Classroom. You can get email notifications for the following actions in Google Classroom:

- A student resubmits work
- A student sends you a private note
- A student submits late work
- A teacher invites you to teach a course as an additional teacher
- Someone comments on your post
- Someone mentions you in a post or comment.

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Hi Jessica,

Elisabeth Daigle commented on [Test Assignment](#).



Elisabeth Daigle

"Notification for a class comment, Jessica Daigle"

[REPLY](#)

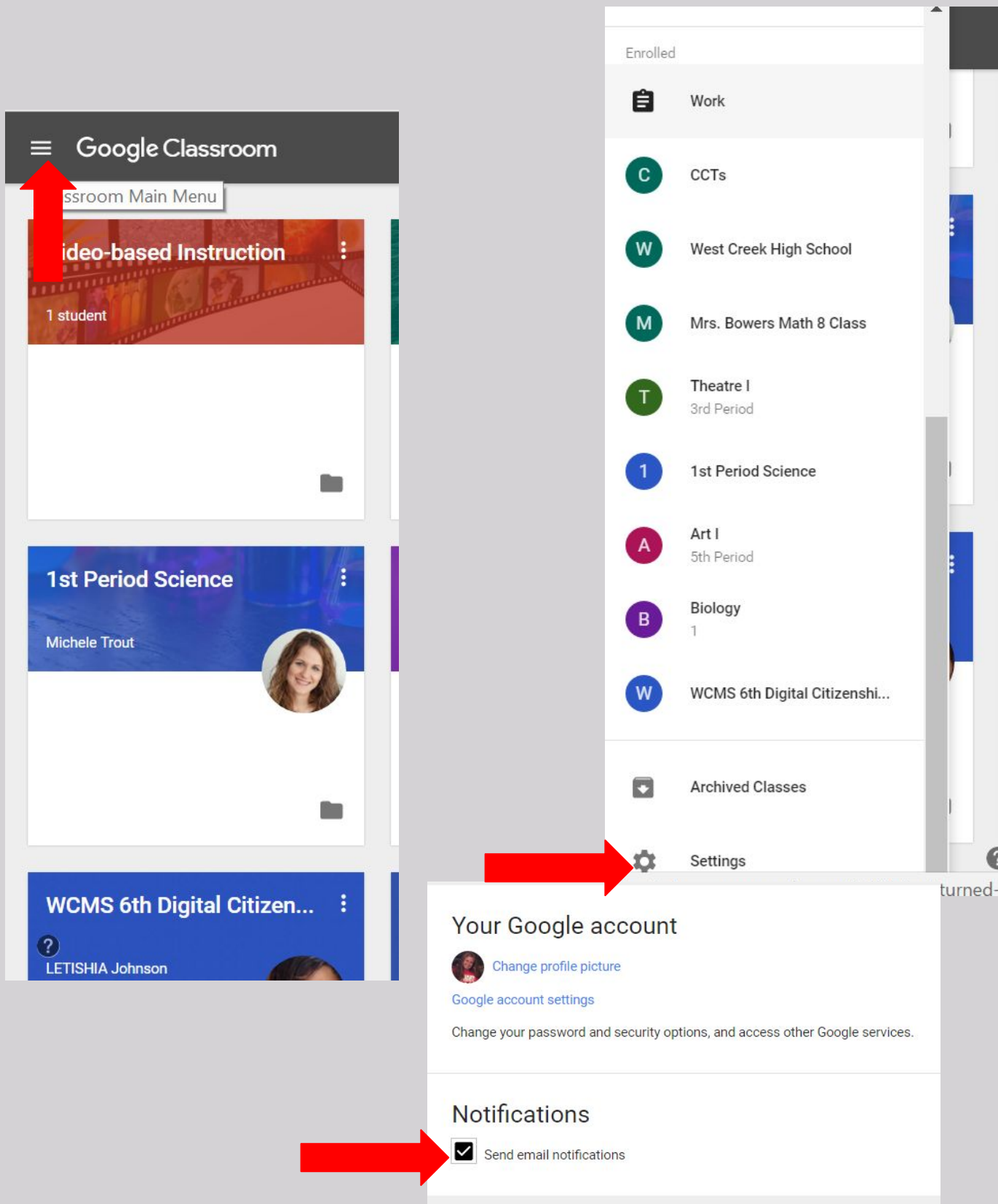
If you don't want to receive emails from Classroom, you can [unsubscribe](#).



Google Inc.
1600 Amphitheatre Drive

Turn On/Off Email Notifications

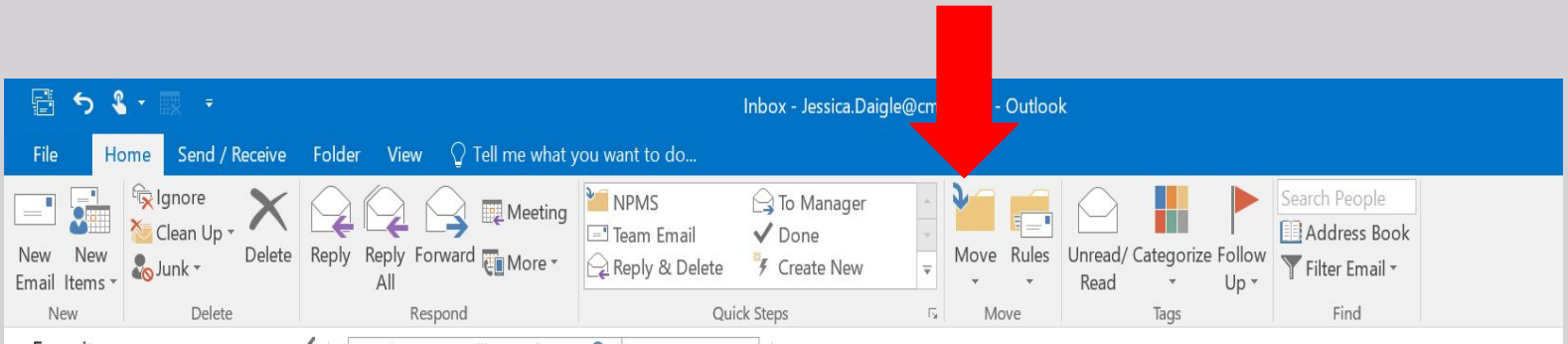
To adjust email notifications for Google Classroom, click on the Classroom Main Menu icon in the top left corner of the screen. Scroll all the way to the bottom, and select “Settings”. If “Send Email Notifications” is checked, the teacher will be notified of all the previously listed actions. That is a lot of emails! Keep reading to find out how to keep all of those notifications from clogging up your Inbox.



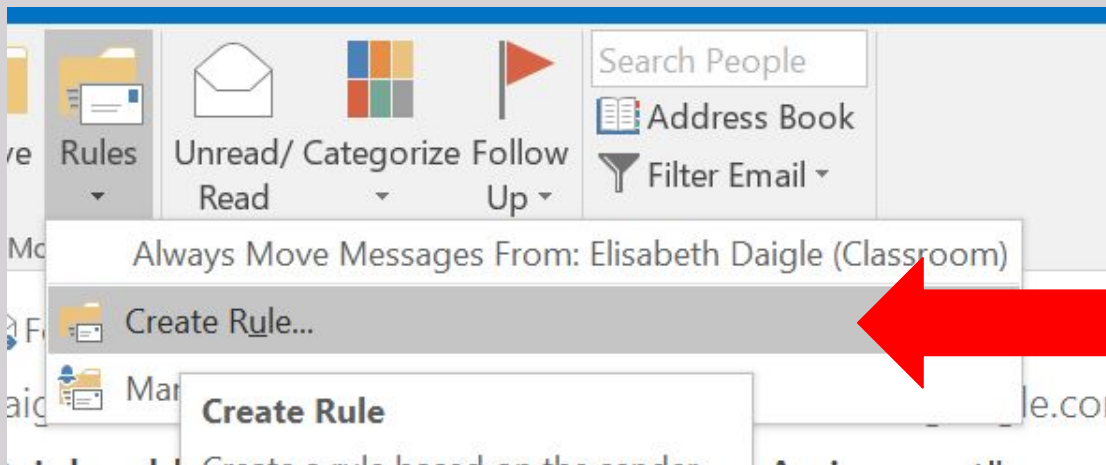
Create Rules for Your Inbox

Creating rules in your Microsoft Outlook application will prevent notification emails from Google Classroom clogging up your inbox. These rules will send those emails directly to folders that you can check at your convenience.

To set rules, look at the top portion of the screen in Outlook. Locate the icon that looks like a folder and is labeled “Rules”.



Select the option to “Create Rule”

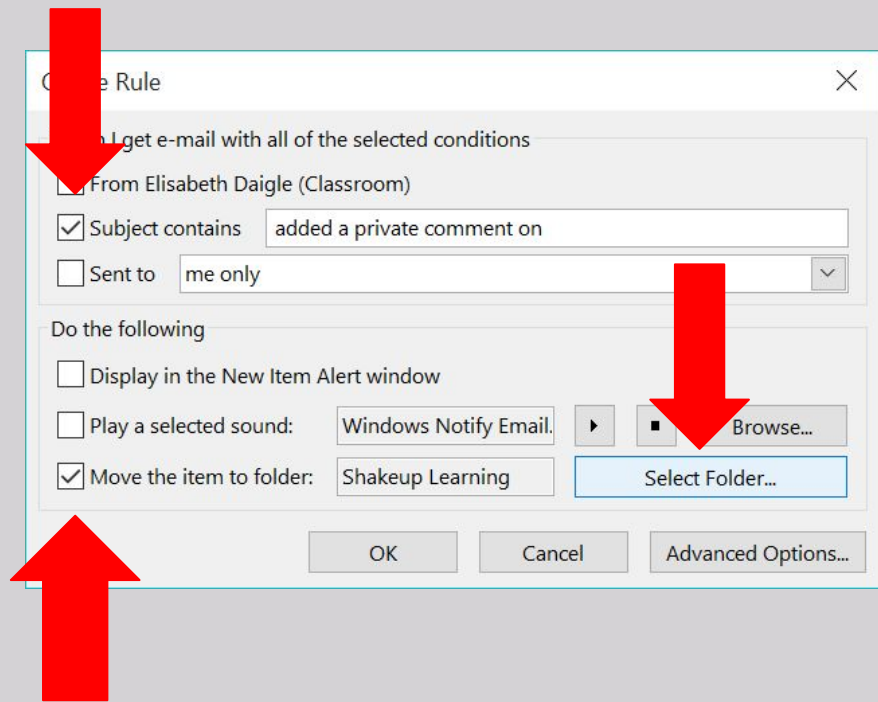


Create Rules for Your Inbox

Notifications that a student sent you a private comment

After selecting “Create New Rule”, a box will pop up with several options. Select the box “Subject Contains” and type in “added a private comment on” exactly as it appears in the picture.

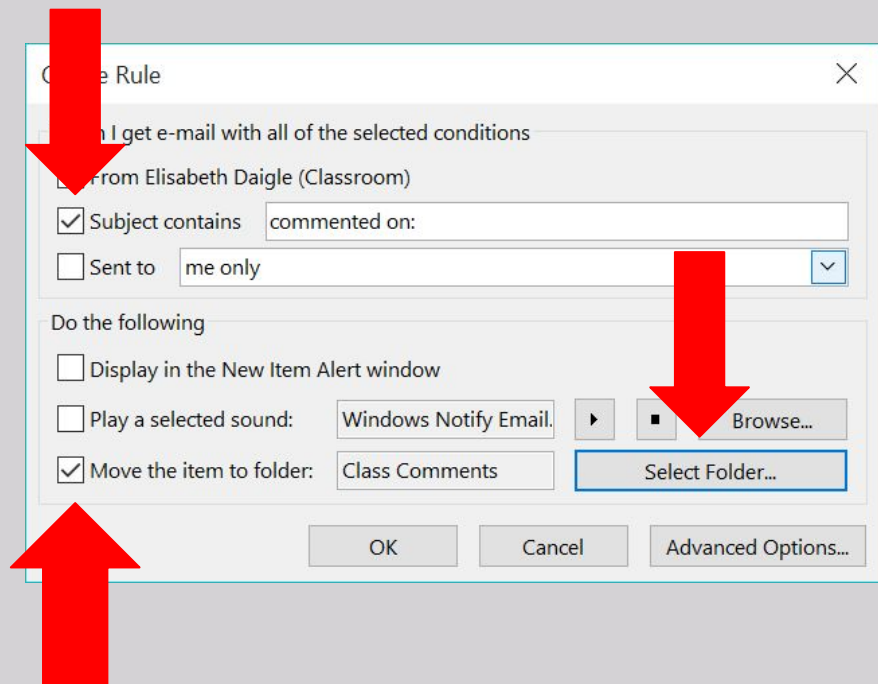
Then select the box “Move the file to folder”. Click “Select Folder” to choose what folder you want these particular notifications to go in. If you don’t have one created, you can create the new folder now.



Notifications that a student made a class comment

After selecting “Create New Rule”, a box will pop up with several options. Select the box “Subject contains” and type in “commented on:” exactly as it appears in the picture.

Then select the box “Move the file to folder”. Click “Select Folder” to choose what folder you want these particular notifications to go in. If you don’t have one created, you can create the new folder now.

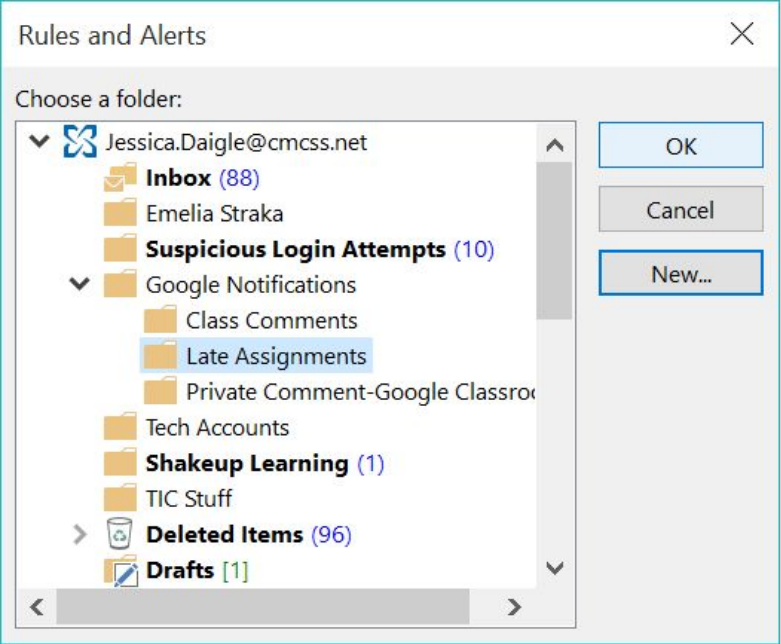
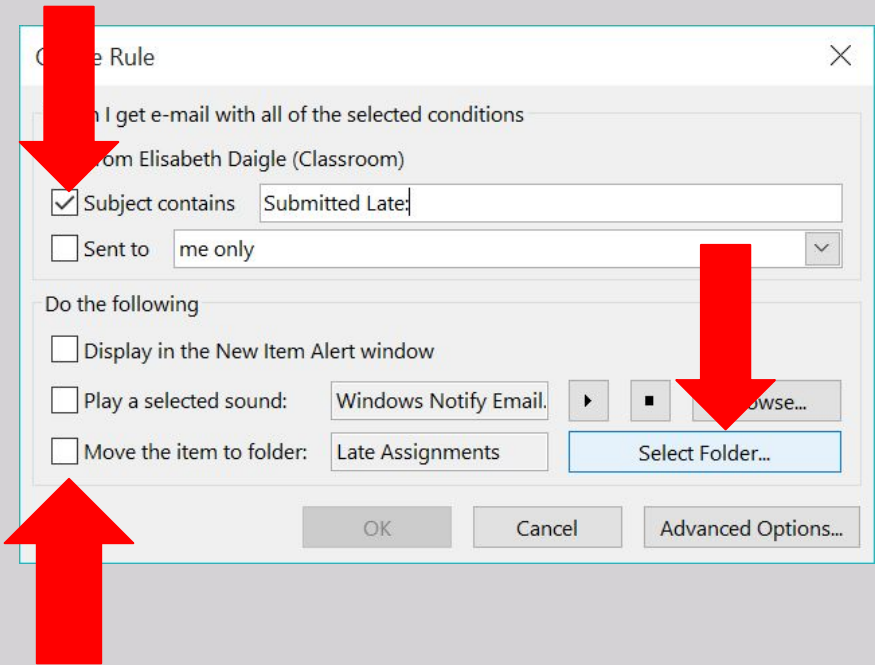


Create Rules for your Inbox

Notifications that a student turned in an assignment late

After selecting “Create New Rule”, a box will pop up with several options. Select the box “Subject contains” and type in “Submitted Late:” exactly as it appears in the picture.

Then select the box “Move the file to folder”. Click “Select Folder” to choose what folder you want these particular notifications to go in. If you don’t have one created, you can create the new folder now.



The picture to the left shows a possible way to organize your email folders for the rules you set up.